

FY 08 ARIZONA STATE POLICY AND PROCEDURE MANUAL  
SELECTED SUMMARY HIGHLIGHTS FOR OCTOBER MEETING

CHAPTER	SECTION & PAGE	CHANGE	ISSUE
1	Section B - 4	<p>When the WIC Program Director or Manager is not a Registered Dietitian, the local agency will hire a Registered Dietitian to perform high-risk counseling.</p> <p>When circumstances preclude the hiring of a Registered Dietitian, such as a small agency located in a rural area, the local agency must obtain prior approval from the State before designating a WIC Nutritionist to perform high-risk counseling.</p>	For discussion for FY09 - Hiring a DTR for high-risk nutrition counseling and the possible stratification of current high-risk nutrition criteria.
2	Section A - 7	Changed Breastfeeding woman (EN/PN) certification from 6 months to 1 year.	
2	Section B - 13	Clarification for the exemption of physical presence at certification was made for the pregnant woman on bed rest.	
2	Section B - 15	Social Security numbers must NOT be entered into AIM, on the ID folder, or maintained in files.	
2	Section C - 17	Participants will have the right to clinic selection within Arizona based on service and convenience in relation to residence, work, and where they receive their healthcare. Participants are not required to live in a specific geographic area, but they must reside in Arizona or state approved areas that border Arizona.	
2	Section E - 30	The local agency must reassess a participant's income eligibility during the current certification period if the local agency receives information indicating that the participant's household income has changed. However, if there are 90 days or less before the certification period expires, then a reassessment is not required.	Military Income – Additional Guidance in calculating income.

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CHAPTER	SECTION & PAGE	CHANGE	ISSUE
2	Section H - 41	<p>THIS IS NOT IN EFFECT UNTIL MARCH, 2008.</p> <p>Updates to the dietary assessment procedures were added to reflect USDA WRO Memo 98-9, Revisions 8 and 9 guidelines, and WRO recommendations.</p> <p>A complete dietary assessment must be completed at each certification through the medical history and the more qualitative nutrition questionnaire(s). All income-eligible applicants will qualify for WIC with the two additional risk codes of 401 and 428.</p>	This is to be effective in March 2008 with the final AIM roll-out. Until then, the 24-hour recall is still to be used. The January 2008 training is on the new nutrition questionnaires and counseling/motivational interviewing.
2	Section M - 48	Universal lead screening for all WIC children in Arizona. The Lead Screening policy and procedures can be found in Chapter 6 of the Arizona WIC Policy and Procedure Manual, Section I - Lead Screening.	
2	Section R - 66	Each transferring participant must sign the Rights and Obligations form at the Local Agency receiving the transfer.	For auditing compliance, all transferring participants must sign the Rights and Obligation Form and this must be retained in the LA file.
2	Appendix F - 86	Arizona's new nutrition questionnaires current to Memo 98-9, Revisions 8 & 9, were added.	THIS IS NOT IN EFFECT UNTIL MARCH, 2008.
2	Appendix G - 90	Instructions for completion of the AIM dietary assessment were added.	THIS IS NOT IN EFFECT UNTIL MARCH, 2008.
2	Appendix I - 105	The Arizona Risk Table was updated to reflect changes current to Memo 98-9 and WRO recommendations.	THIS IS NOT IN EFFECT UNTIL MARCH, 2008.
2	Appendix J - 110	The 'Risk Factors not Currently Recognized by Arizona' table was updated to omit those risks that Arizona will now recognize.	THIS IS NOT IN EFFECT UNTIL MARCH, 2008.

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3	Section F – 8	Re-wrote entire section to give information on E. Sakazakii bacteria and added to the policy on ready-to-feed formula, when available, and concentrate formula.	<p>Ready-to-feed formula is to be given to premature or low birth weight (LBW) infants up to 6 months corrected age and/or immune compromised infants. Powdered formulas can ONLY be given, if and only if, the healthcare provider provides a written prescription specifically for the powdered form. This prescription needs to be filed at the LA and documented in AIM.</p> <p>Powdered formula is the standard and preferred form for most healthy infants. However, rebated concentrate formulas may be given with written prescription OR with RD approval, if there is no prescription, to meet client needs.</p>
3	Appendix B – 21 - 24	Changed the maximum amount of cheese a participant can receive without documentation of lactose intolerance to 2 pounds.	
4	Section A - 2	Updated the definition of special formula; Added Registered Nurse (RN) as a CPA who can approve special formulas. However, said RN must meet the requirements specified in this section.	Definition has changed due to formula contract change.
4	Section E - 10	Added new section to define the policy on issuance of Gentlease.	Gentlease will no longer be a contract formula. Gentlease cannot be issued without following the special formula procedure and requires State nutritionist approval.

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4	Section G – 14	Added: Pediasure is intended for children one year of age and older and must not be provided to infants.	
4	Appendix C – 23	WIC/AHCCCS Flow chart	Please use this chart to determine which participants need to be referred to their primary care provider to obtain their formula from AHCCCS.